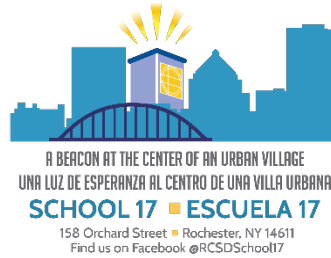


Enrico Fermi School #17

Reopening Plan 2020-2021

“Recover, rebuild, and renew”



School Name: Enrico Fermi School 17

Address: 158 Orchard Street Rochester, NY 14611

Principal’s Name: Caterina Leone-Mannino

School’s Contact Information: caterina.leonemannino@rcsdk12.org

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As per Governor Cuomo and the New York State Education Department document on *Recovering, Rebuilding, and Renewing: the Spirit of New York’s Schools Reopening Guidance from July 13, 2020*. This document details how Enrico Fermi School #17 plans to reopen the school building safely.

General Information
<ul style="list-style-type: none">● K- 4th Grade will have a hybrid model.<ul style="list-style-type: none">○ Classes will be split into two groups○ Group A will report for in-person instruction on Monday and Tuesday, with distance learning on Wednesday, Thursday, and Friday.○ Group B will report for in-person instruction on Thursday and Friday, with distance learning on Monday, Tuesday, and Wednesday.○ Wednesday will be a planning/ PLC day, while the building is deep cleaned.● 5th-8th Grade students will follow a distance learning plan.<ul style="list-style-type: none">○ Monday- Friday will be distance learning.● The safety and health of all of our staff and students is our number one priority!
Communication/ Family & Community Engagement
<ul style="list-style-type: none">● Information will be communicated, in multiple languages, with families in August 2020.● Weekly updates will be shared with families through Facebook (@RCSDSchool17), Twitter (@rcsdsch17), website (www.rcsdk12.org/17), Class Dojo, robocalls, and mailings.● Virtual Family Orientation Meetings to discuss Reopening Procedures and policies will be held the last week in August 2020.
Health and Safety
<ul style="list-style-type: none">● Health Checks:

- ALL staff and students will be temperature checked before entering the building.
 - ALL staff must enter through the main lobby doors and have their temperature checked before going into the main building.
 - Staff arrival must be between 6:45 a.m. and 7:15 a.m.
- K-4th Grade: There will be assigned staff members at Exit 7 (for bus riders) and Exits 1 & 2 (for walkers) taking temperatures each morning from 7:30 a.m. to 7:45 a.m..
- Staff will complete an online screening questionnaire daily (electronically) before reporting to work.
 - Screening questionnaire determines whether the individuals has:
 - Knowingly been in close or proximate contact in the past 14 days with anyone who has tested positive through a diagnostic test for COVID-19 or who has or had symptoms of COVID-19
 - Tested positive through a diagnostic test for COVID-19 in the past 14 days.
 - Has experienced any symptoms of COVID-19, including a temperature of greater than 100 degrees in the past 14 days.
 - Has traveled internationally or from a state with widespread community transmission of COVID-19 per the NYS Travel Advisory in the past 14 days.
- **Social Distancing-** We will maximize social distancing whenever possible. Students and staff will remain 6 feet apart as much as possible.
 - Floors, stairwells, and sidewalks will be marked with one-way traffic to maximize social distancing
- **Management of ill persons-** anyone showing signs or symptoms of COVID-19 will be isolated until they can be sent home. The isolation room will be located in Room 108.
 - Any staff member or student with a fever of 100 degrees or greater will be isolated until they can be sent home.
 - The most common symptoms of COVID-19 include:
 - Fever or chills (100 degrees fahrenheit or greater)
 - Cough
 - Shortness of breath or difficulty breathing
 - Fatigue
 - Muscle or body aches
 - Headaches
 - New loss of taste or smell
 - Sore throat
 - Congestion or runny nose
 - Nausea or vomiting
 - Diarrheas
 - It is strongly recommended that all staff are educated to observe students or other staff for signs of any type of illness such as:
 - Flushed cheeks
 - Rapid or difficulty breathing

- Fatigue or irritability
 - Frequent use of the bathroom
 - Any students/ staff exhibiting any of these symptoms should be seen by the school nurse.
 - Returning to school:
 - If person has NOT been diagnosed with COVID-19, they can return to school:
 - Once there is no fever (without the use of fever reducing medicine) and have felt well for 24 hours.
 - If they have been diagnosed with another condition and has a healthcare provider written note stating that they are clear to return.
 - If a person has been diagnosed with COVID-19, they should not return to school and stay home until:
 - It has been at least 10 days since the first symptoms.
 - It has been at least 3 days since a fever (without the use of fever reducing medicine)
 - It has been at least 3 days since symptoms improved (including coughing and shortness of breath).
- **Health Hygiene-** correct handwashing will be taught to students and reinforced throughout the day.
 - Bathroom:
 - Students will use the bathroom one at a time and maintain social distance, except when separated by stalls. Grade level teams will work together to create a bathroom schedule in order to reduce the number of students using the restroom at the same time.
 - Bathrooms will be cleaned periodically throughout the day.
 - Students/ staff will be expected to wash hands following specific guidelines.
 - Handwashing signage will be displayed by sink.
- **Face coverings-** ALL staff and students MUST wear a face covering when moving around the classroom and the building or within 6 feet of others, except for meals.
- **Cleaning and Disinfecting-** all areas of the school will be cleaned daily. Spray bottles will be available for staff members to utilize in each classroom. A clean up schedule and routine will be created in each classroom for interval cleaning throughout the school day.

Facilities

- **Physical Footprint/ Utilization of Space-** All areas of the building will adhere to guidance.
 - Classroom Seating:
 - Students desks must be 6 feet apart (side by side).
 - All students should be facing forward.
 - Students will not share any materials.
 - Student spaces will be cleaned daily.

- Students will have an individual bag for their materials.
- Textbooks and chromebooks will be wiped down after each use.
- Hallways: social distancing will be in effect in hallways. There will be designated staircases for up only and down only.
 - Students and staff must wear face masks at all times in the hall.
 - Up only staircases- Exit 5 and Exit 12
 - Down only staircases- Exit 3 and Exit 4
 - Up and Down Staircase – one classroom at a time – Exit 7 – only enter if clear. Doors to remain locked on both ends.
 - Staff and students will move single file in hallways and stay to the right-hand side, avoiding use of handrails and touching of walls.
- Elevator Use:
 - Elevators should be used only when absolutely necessary.
 - Only one person allowed on an elevator at a time.
- Student Belongings:
 - Each desk will be labeled for individual student use, staggering assigned students from Group A/B.
 - All desks will be wiped down and disinfected periodically throughout the day, after food service, before leaving the classroom for any period, and at the end of each day.
 - Students’ personal belongings will be kept in student cubby. Students are allowed to put away or retrieve their belongings one at a time.
 - Students instructional materials will be stored in individual bags that will be stored in the student’s desk when students are not in-person.
- *Fire and lock down drills*- Must still be conducted- should plan for social distancing measures. More information in Staff Handbook. More information about safely practicing these drills will come.
- *Plumbing Facilities*- students will have access to drinking water. Classroom faucets will be operational and available, spouts on all drinking fountains will be fully covered and unavailable for use.
- Main Office- Only students and staff will be allowed past the main office. No other visitors/ volunteers will be allowed in the building. Plastic safety dividers will be installed on the front desk of the main office and lobby.
 - Masks must be worn by visitors when entering the office
- Building Hours:
 - Staff can enter the building between 6:45 am, and exit the building no later than 4:30 pm in order for the building to be thoroughly cleaned.

Child Nutrition

Pre-made breakfast and lunches will continue to be available to all our students at all our High School Distribution Sites from 9 am to 1 pm Monday through Friday.

- Breakfast:
 - Students will eat in the classroom.

- Breakfast will be available for pick up in four locations throughout the building: hallway between Rooms 144 & 146, hallway between Rooms 114 & 116, hallway between Rooms 224 & 226, hallway between Rooms 208 & 209.
- Hands will be washed/ sanitized before and after breakfast.
- Lunch:
 - Students will eat lunch in the cafeterias.
 - Masks will be worn whenever students are not seated at their assigned seats in the cafeteria.
 - Tables/ desks and floors will be labeled to maintain consistency in seating and social distancing.
 - Students will adhere to social distancing rules (6 feet apart) when waiting in line, entering, and exiting the cafeteria.
 - Students will have assigned seats in the cafeteria. Seats will be labeled for students.
 - Students will remain seated while eating and garbage will be collected by an adult.
 - All cafeteria tables, benches, counters, etc. will be sprayed and cleaned between each lunch period.
 - Hands will be washed/ sanitized before and after lunch.

Pre-made breakfast and lunches will continue to be available to all our students at all our High School Distribution Sites from 9 am to 1 pm Monday through Friday for any student that is not on site for instruction.

Transportation

- The school bus is an extension of the classroom. Transportation will have guidelines for seating, etc. on the bus.
- Social distancing, cleaning, and face coverings will be required.
- Arrival:
 - Bus Riders:
 - Students will be let off the bus one bus at a time.
 - Students will adhere to social distancing (6 feet apart) prior to entering the building. Walkways will be labeled for social distancing.
 - Each student will have their temperature checked before entering the building. Staggered entrances will occur at Exits, 5, 7, 8 depending on bus arrival. Walkers will have temperature taken upon entry from main lobby.
 - Once in, students will walk down the hall on the right and use the “Up only” staircase closest to their classroom.
 - Walkers:
 - Students who are dropped off will enter through Exits 1 & 2.
 - While waiting to enter, social distancing will be followed.
 - Each student will get their temperature checked before entering the building.
 - ONLY students will be allowed into the building.

- Late Arrivals:
 - Students are considered late starting at 7:45 am.
 - Students arriving after 7:45 am will be signed in and provided a late pass until 8:00 am.
 - Late students will have their temperature checked before being allowed into the main building.
- Dismissal:
 - **For students who ride the bus:**
 - Students will get their belongings one at a time.
 - Classes will follow social distancing guidelines while walking down the hallways.
 - Classes will be dismissed by grade level.
 - Classes will use the assigned staircase while walking to the bus loop.
 - Students board busses, following transportation guidelines set by bus drivers.
 - **For students who get picked up:** walker students will report to the gymnasium to await pick up. Exterior gym door will be utilized to release students when parents arrive.
 - While in the gym, all staff and students will adhere to social distancing guidelines.
 - Parents will come to the exterior gym door and tell staff member who they are picking up.
 - Designated staff member will call for student for dismissal.
- Early pick up:
 - All parents will enter only into the lobby.
 - Office staff will call for the student.
 - Parent/student will wait in the main lobby.
- Wrong day:
 - Students who report to school on the wrong day will remain in the school's alternative instruction room, Room 145, until a parent/guardian picks them up.

Social Emotional Well-Being

- “Social emotional well-being must be schools’ and districts’ top priority in supporting school transitions, not at the expense of academics, but in order to create the mental, social, and emotional space for academic learning to occur.”
- Morning meeting/Closing circle: Students’ social/ emotional needs are of pivotal importance during this time of uncertainty. Each day, teachers will spend time connecting, and relationship building as a group.
- *Responsive Classroom* will be the school SEL framework
- School 17 Community School Coordinator, SEL team and Social Workers and Counselor will be available to support students and teachers with SEL.
 - SEL Team includes: Qawan Bollar (Community School Coordinator, CCSI), Kerri Keiffer (School Social Worker), TBD (Bilingual School Social Worker), Hector Detres (Bilingual School Counselor), Veronica Rush (Center for Youth), Kirk King (Center for Youth), TBD (Gandhi Institute), Yaritza

Santiago-Lago (Bilingual Parent Liaison), TBD (Intern from RIT), Michele Pietragrome (Retiree/Volunteer)

- School 17 Social workers, Parent Liaison and Community Partners will work through the Coordinated Case Management Referral Process to provide additional support families upon referral.

School Schedules

- In person instruction and Distance Learning instruction: K- 4th grade students will attend in person following a group A and a group B schedule.
 - Group A students in grades K- 4: will attend in person instruction on Monday and Tuesday with distance learning occurring on Wednesday, Thursday, and Friday.
 - Group B students in grades K-4: will attend in person instruction on Thursday and Friday with distance learning occurring on Monday, Tuesday, and Wednesday.
 - Students in grades 5-8 will participate in distance learning Monday-Friday.
 - No students will report in person on Wednesdays.
 - Staff will report to the school building Monday- Friday.
- Schedule attached (insert link)
 - 7:30-8:30 daily will consist of arrival, breakfast, and morning meeting
 - Arrival: see arrival/dismissal procedures
 - Breakfast: Students will eat breakfast in the classroom, at their assigned seat. Students will get up one at a time to throw away garbage.
- Distance learning platform- teachers in grades Pre K- 4th will continue to upload weekly distance learning opportunities for students by Monday morning at 7:30 a.m. each week. (Insert link). Teachers in grades 5-8 will update daily.

Attendance and Chronic Absenteeism

- Teachers will be required to take attendance.
 - In person attendance- per district guidance
 - Distance Learning attendance/ participation- per district guidance
- Chronic Absenteeism- the Attendance Team will continue to meet weekly in order to monitor student attendance and engagement levels. The team will identify students that need support and work with staff in connecting for engagement.

Technology and Connectivity

- Staff will conduct surveys with families to gather information of specific technology available for student use.
- The district has provided chromebooks for all students in grades 5-12.
- Staff will provide distance learning opportunities that consist of technology based activities as well as non-technology based activities.

- Ipads/ Chromebooks in the classroom: items must be cleaned between use of each student. No sharing of electronics is allowed until they have been properly cleaned.
- Technology will be expected to use technology to provide new learning, enhancing learning and creating rigorous learning (LINC resources).

Teaching and Learning

- Teaching and Learning Goals:
 - Staff expectations related instruction will be outlined in the School Level Living Contract and Staff Expectations for Supporting Students during COVID
- Specials:
 - Art and Music will be held in the respective classroom, with surface cleaning in between groups of students.
 - All materials used will be cleaned between each student use.
 - Physical education will be held in the gymnasium.
 - Students must be 12 feet apart at all times during physical education.
 - All equipment must be cleaned between classes.
- Teaching Materials:
 - Staff should consider creating a bin or cart with teaching materials (teachers guides, plan books, etc) that can be easily mobile.
 - Access to classrooms may be limited on Wednesdays in order for deep cleaning to occur.

Special Education

- Consultant Teacher and Resource Room students will receive services in person on days in school, and remotely when home.
- Individual Distance Learning Plans will be developed for each student with an IEP or 504 Plan.
- Supplemental educational services (speech, OT/PT, counseling) will be provided on dates when the student is physically present in the school building whenever possible.
- Documentation will be kept on students' IEP goals.
- Communication with families is necessary.
- More information will come on CSE meetings.
- Related services will follow social distancing guidelines.

Bilingual Education and World Languages

- Communication to families must be in their preferred language.
- ELL students will receive services in person on the days in school, and remotely when home. Dual language classrooms will adhere to the 50/50 model of English and Spanish instruction.
- Spaces for services will follow social distancing guidelines.

Staffing

- All staff must fill out COVID-19 questionnaire daily.
- Each staff member must swipe their own badge before entering the building. Every badge needs to be swiped for monitoring (that means no holding the door for each other!) If you need a new badge, please notify Plant Security, 336-4160.
- By each staff member swiping their badge, the district is able to monitor which staff is in which building (in order to assist with contact tracing).
- All staff may enter the building through the main office beginning at 6:45 am.
- Each staff member must be temperature checked before entering the main building.
- All staff must exit the building by 4:30 pm in order for the building to be deep cleaned daily.